Utah Department of Health, Child Care Licensing Out of School Time Program Unannounced Inspection Checklist H

Program Name:					Program Phone #:	Program Phone #:			
Address:						Program ID #:			
Director (or Designe	e):				Licensed Capaci	ty:			
Licensing Specialist	(s):					# of Classrooms:			
Inspection Date:	/	/	Start Time:	End Time:	Announced In	sp. Date: / /			
Licensor Notes:									
				Director Introductory Item	s				

Introduce any unknown Bureau staff to the Owner/Director.
Give the Owner/Director a brief explanation of the inspection process.
Ask the Owner/Director if s/he wants you to tell staff about noncompliance areas as you conduct the walk-through, or wait until the inspection is over and only tell the
Owner/Director.

		Start Date			X = Compliance O = Noncompliance	
1. Does the program have a	Name	(mm/dd/yyyy)	(mm/dd/yyyy)	Rule #	Leve	
cleared initial CBS/LIS form, received within 5 days, for all staff hired since their last Announced inspection?				70-9(4)(c):10 6-3(3):09	1, 2,	

ALL AGES ROOM / AREA INSPECTION	ITEMS						Rule #	Level
H 2. Does the total # of children present at the program exceed total licensed capacit	tv?						2-4(4)(c):06	1
	All	Class:	Class:	Class:	Class:	Class:	X = Complia	nce
RATIOS & SUPERVISION	Bath-						O = Noncomp	liance
	rooms						Rule #	Level
H 3. (Observe.) Are all children in the group/area being directly supervised by a							70-11(1):10	1, 2
caregiver? (N/O if no children in the group/area.)							70-11(2):10	1
H 4. (Observe.) Are there enough caregivers to meet required caregiver to child							70-11(4):10	1, 2, 3
ratios of 1 : 20? (N/O if no children in the group/area.)							70-11(6):10	1, 2, 3
Notes:								
	l Au	01	101	01	01	101	V = 0 =!!-	
DATIOS & SUDEDVISION Continued	All	Class:	Class:	Class:	Class:	Class:	X = Complia	
RATIOS & SUPERVISION, Continued	Bath-						O = Noncomp Rule #	
LLE (Observe) Are group size requirements of 40 shildren nor group met? (NI/O if	rooms		+	+	+			Level
H 5. (Observe.) Are group size requirements of 40 children per group met? (N/O if no children in the room.)							70-11(5):10	1, 2, 3
Notes:								
Notes.								
SAFETY HAZARDS								
							Rule #	Level
H 6. (Observe.) Is the room free of unstable heavy equipment, furniture, or other							70-12(3):10	1 1
items that children could pull down on themselves?								
(Observe all.) Are the following items inaccessible to children?								
H 7. Firearms, ammunition, and other weapons?							70-12(4)(a):10	1
H 8. Tobacco, alcohol, illegal substances, and sexually explicit material?							70-12(4)(b):10	1, 2
H 9. When in use, portable space heaters, fireplaces, and wood burning stoves?							70-12(4)(c):10	1, 2
H 10. Toxic or hazardous chemicals such as cleaners, insecticides, lawn products,							70-12(4)(d):10	2
and flammable materials?								
H 11. Matches or cigarette lighters?							70-12(4)(f):10	2
H 12. Open flames?							70-12(4)(g):10	1
H 13. Razors or similarly sharp blades?						1	70-12(4)(h):10	2
H 14. (Observe.) Elevated designated play surface that is 3' to 5 1/2' feet in height							70-12(7):10	1
surrounded by mats at least 2" thick, or cushioning that meets ASTM Standard								
F1292, in a 6' use zone? (N/A if no play surfaces 3' to 5 1/2' in height.)			1				(-(a) (c	
H 15. (Observe.) Are all non-refrigerated medications inaccessible to children and							70-17(3):10	2
stored in a container or area that is locked, such as a locked room, cupboard,								
drawer, or a lockbox? (N/A of no medication kept at center.)								

	All	Class:	Class:	Class:	Class:	Class:	X = Complia	ince
DISCIPLINE	Bath-						O = Noncompliance	
	rooms						Rule #	Level
► (Observe and ask .) Do you use any of the following discipline methods? (N/O if no children in the class/area.)								
H 16. Any form of corporal punishment such as hitting, spanking, shaking, biting, pinching, or any other measure that produces physical pain or discomfort?							70-19(4)(a):10	1
H 17. Restraining a child's movement by binding, tying, or any other form of							70-19(4)(b):10	1
H 18. Shouting at children?							70-19(4)(c):10	1
H 19. Any form of emotional abuse?							70-19(4)(d):10	1
H 20. Forcing or withholding of food, rest, or toileting?							70-19(4)(e):10	1
H 21. Confining a child in a closet, locked room, or other enclosure such as a box, cupboard, or cage?							70-19(4)(f):10	1

	All	Class:	Class:	Class:	Class:	Class:	X = Complia	nce	
ADDITIONAL ROOMS RATIOS & SUPERVISION	Bath-						O = Noncomp		
	rooms						Rule #	Level	
H 3. (Observe.) Are all children in the group/area being directly supervised by a							70-11(1):10	1, 2	
caregiver? (N/O if no children in the group/area.)							70-11(2):10	1	
H 4. (Observe.) Are there enough caregivers to meet required caregiver to child							70-11(4):10	1, 2, 3	
ratios of 1: 20? (N/O if no children in the group/area.)							70-11(6):10	1, 2, 3	
RATIOS & SUPERVISION, Continued	Bath-							Noncompliance	
RATIOS & SUPERVISION, Continued									
	rooms						Rule #	Level	
H 5 (Observe) Are group size requirements of 40 children per group met? (N/O if							170 11/5\·10	1177	
() 0 1 1 1 1 1 1 1 1 1 1							70-11(5):10	1, 2, 3	
no children in the room.)							70-11(5):10	1, 2, 3	
							70-11(5):10	1, 2, 3	
no children in the room.)							70-11(5):10	1, 2, 3	
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no children in the room.) Notes: SAFETY HAZARDS H 6. (Observe.) Is the room free of unstable heavy equipment, furniture, or other items that children could pull down on themselves? (Observe all.) Are the following items inaccessible to children?							Rule # 70-12(3):10		

H 15. (Observe.) Are all non-refrigerated medications inaccessible to children and							70-17(3):10	2
stored in a container or area that is locked, such as a locked room, cupboard,							70 17(0):10	
drawer, or a lockbox? (N/A of no medication kept at center.)								
Notes:								
	All	Class:	Class:	Class:	Class:	Class:	X = Complia	nce
DISCIPLINE	Bath-						O = Noncompl	iance
	rooms						Rule #	Level
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children in the class/area.)								
K 16. Any form of corporal punishment such as hitting, spanking, shaking, biting,							70-19(4)(a):10	1
pinching, or any other measure that produces physical pain or discomfort?								
H 17. Restraining a child's movement by binding, tying, or any other form of							70-19(4)(b):10	1
H 18. Shouting at children?	<u> </u>						70-19(4)(c):10	1
H 19. Any form of emotional abuse?							70-19(4)(d):10	1
H 20. Forcing or withholding of food, rest, or toileting?							70-19(4)(e):10	1
H 21. Confining a child in a closet, locked room, or other enclosure such as a box,							70-19(4)(f):10	1
cupboard, or cage?						<u> </u>		
Notes:								

If a program has more than 10 rooms, use / copy the additional room Checklist found below after the Outdoor Items.

OUTDOOR INSPECTION ITEMS	X = Compliance O = Noncompliance		
Ratios & Supervision (N/O if no children on the playground.)	Rule #	Level	
H 22. (Observe.) If there are children on the playground, are they being actively supervised to minimize the risk of injury to children?	70-11(2):10	1	
H 23. (Observe.) Are there enough caregivers to meet required caregiver to child ratios of 1 : 20?	70-11(4):10 70-11(6):10	1, 2, 3 1, 2, 3	
H 24. (Observe.) Are group size requirements of 40 children per group met?	70-11(5):10	1, 2, 3	
Hazards			
Have children used the playground today? (Enter "yes" or "no".)			
H 25. (Observe.) When in use, is the outdoor play area free of trash, animal excrement, harmful plants, objects, or substances, and standing water?	70-6(6):10	1, 2, 3	
Swimming Pools (N/A for this section if the facility does not have swimming pools.)			
Is there a swimming pool on the premises that is not emptied after each use? If yes:			
H 26. ► (Observe and ask.) Is the pool enclosed within a fence or other solid barrier at least six feet high that is kept locked whenever the pool is not in use?	70-12(9)(a):10	1	
H 27. ► (Observe and ask.) If the pool is over 4 feet deep and is in use, is there a Red Cross or equivalent certified lifeguard on duty any time children have access to the pool?	70-12(9)(d):10	1	
Notes:			

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ADDITIONAL ROOMS RATIOS & SUPERVISION	All Bath-	Class:	Class:	Class:	Class:	Class:	X = Complia O = Noncomp	
	rooms						Rule #	Level
H 3. (Observe.) Are all children in the group/area being directly supervised by a							70-11(1):10	1, 2
caregiver? (N/O if no children in the group/area.)							70-11(2):10	1
H 4. (Observe.) Are there enough caregivers to meet required caregiver to child							70-11(4):10	1, 2, 3
ratios of 1 : 20? (N/O if no children in the group/area.)							70-11(6):10	1, 2, 3
Notes:	All	Class:	Class:	Class:	Class:	Class:	X = Complia	
RATIOS & SUPERVISION, Continued	Bath-						O = Noncomp	
11.5 (0) \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \	rooms							Level
H 5. (Observe.) Are group size requirements of 40 children per group met? (N/O if no children in the room.)							70-11(5):10	1, 2, 3
SAFETY HAZARDS								
H 6. (Observe.) Is the room free of unstable heavy equipment, furniture, or other							Dula #	Lavial
In 6. (Observe.) is the room free of unstable fleavy equipment, furfilting, or other							Rule #	Level
, , ,							Rule # 70-12(3):10	Level 1
items that children could pull down on themselves?								
items that children could pull down on themselves? (Observe all.) Are the following items inaccessible to children?							70-12(3):10	1
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H 15. (Observe.) Are all non-refrigerated medications inaccessible to children and							70-17(3):10	2
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drawer, or a lockbox? (N/A of no medication kept at center.)								
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	rooms						Rule #	Level
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H 17. Restraining a child's movement by binding, tying, or any other form of							70-19(4)(b):10	1
H 18. Shouting at children?							70-19(4)(c):10	1
H 19. Any form of emotional abuse?							70-19(4)(d):10	1
H 20. Forcing or withholding of food, rest, or toileting?							70-19(4)(e):10	1
H 21. Confining a child in a closet, locked room, or other enclosure such as a box,							70-19(4)(f):10	1
cupboard, or cage?								

		All	Class:	Class:	Class:	Class:	Class:	X = Complia	
	ADDITIONAL ROOMS RATIOS & SUPERVISION	Bath-						O = Noncomp	T
		rooms						Rule #	Leve
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	caregiver? (N/O if no children in the group/area.)							70-11(2):10	1
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	RATIOS & SUPERVISION, Continued	Bath-						O = Noncomp	
	MATIOO & GOT ENVIOLON, GOTHINGCO	rooms						Rule #	Leve
H 5.	(Observe.) Are group size requirements of 40 children per group met? (N/O if							70-11(5):10	1, 2, 3
								` '	
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	no children in the room.)								
Notes:	no children in the room.)								
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Notes	no children in the room.)							Rule #	Leve
Notes	no children in the room.) SAFETY HAZARDS								Leve
Notes:	SAFETY HAZARDS (Observe.) Is the room free of unstable heavy equipment, furniture, or other								Leve
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25 April 2010 Program Initials:

H 12. Open flames?

and flammable materials?

H 11. Matches or cigarette lighters?

H 13. Razors or similarly sharp blades?

H 10. Toxic or hazardous chemicals such as cleaners, insecticides, lawn products,

H 14. (Observe.) Elevated designated play surface that is 3' to 5 1/2' feet in height

F1292, in a 6' use zone? (N/A if no play surfaces 3' to 5 1/2' in height.)

surrounded by mats at least 2" thick, or cushioning that meets ASTM Standard

Program	Inspection	Checklist H,	Page	of
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70-12(4)(d):10

70-12(4)(f):10

70-12(4)(g):10

70-12(4)(h):10

70-12(7):10

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1

2

						70-17(3):10	2
All	Class:	Class:	Class:	Class:	Class:	X = Compliance)
Bath-						O = Noncompliance	
rooms						Rule #	Level
						70-19(4)(a):10	1
						70-19(4)(b):10	1
						70-19(4)(c):10	1
						70-19(4)(d):10	1
						70-19(4)(e):10	1
						70-19(4)(f):10	1
	Bath-	Bath- rooms	Bath- rooms	Bath- rooms	Bath- rooms	Bath- rooms	All Bath- rooms Class: Class: Class: Class: X = Compliance O = Noncomplian Rule # 70-19(4)(a):10 70-19(4)(c):10 70-19(4)(d):10 70-19(4)(d):10 70-19(4)(e):10